



**CITY OF LONG BEACH - MANAGEMENT OPPORTUNITY  
GENERAL SUPERINTENDENT-OPERATIONS  
PUBLIC WORKS/ENVIRONMENTAL SERVICES BUREAU**

**THE POSITION**

The General Superintendent of Operations for the Environmental Services Bureau plans, organizes and coordinates the activities of the Refuse Division and the Community Support and Litter Abatement Division. The position, which supervises, schedules and reviews the work activities of a staff engaged in the collection of solid waste, street sweeping, parking enforcement and litter abatement reports to the Manager of the Environmental Services Bureau within the Department of Public Works. The General Superintendent supervises two divisions, each with its own Superintendent and field supervisors.

**EXAMPLES OF DUTIES**

- Responsible for the management of an operating budget of \$39 million;
- Provide overall direction to the operations of the Refuse Division and the Community Support/Litter Abatement Division, which include Street Sweeping and Parking Enforcement;
- Policy development and Implementation;
- Budget development, oversight and review;
- Select, evaluate, discipline and supervise a staff of approximately 170;
- Ensure regulatory compliance and development/enforcement of safety practices;
- Coordinate efforts between divisions within the Bureau;
- Evaluate and direct productivity improvements;
- Improve communication with public;
- Maintain and prepare a variety of operational and financial reports;
- Implement and enforce performance standards;
- Coordinate equipment requirements with Fleet Services Bureau;
- Ensure Focus on Results (Budget) measures are accomplished;
- Maintain private refuse hauler compliance with state and local regulations;
- Prioritizes work assignments while resolving emergencies and responding to citizen complaints.

**THE ORGANIZATION**

The Environmental Services Bureau of the Department of Public Works is responsible for providing refuse and recycling services to 125,000 accounts, weekly sweeping of all city streets, issuance of parking citations in support of street sweeping, development, implementation of the Litter Free Long Beach Program and other related programs. The Bureau has 193 FTE with an annual operating budget of \$46M.

**THE SALARY**

Initial placement for this position is from \$80,000 to \$100,000 per year, depending on qualifications. Increases are based upon a merit pay plan.

**QUALIFICATIONS**

This position requires an individual who is innovative, a proven leader, one can make sound decisions and work with a team of similarly forward-thinking managers. Customer service experience with the public is essential, as well as the ability to manage the efforts of a diverse work force in a professional manner. Excellent communication skills and proven ability to maintain effective working relationships with employees and the public is required. Applicants must have a working knowledge of personnel management, budget/financial management, program planning, community relations, and strong written and oral communications skills. A Bachelor's degree in Business, Public Administration or a related field and a minimum of four years supervisory or management experience is required.

**SELECTION PROCEDURES**

To apply, submit a cover letter and resume with three work-related references, **no later than 4:30 p.m. on October 13, 2006 to:**

**James Kuhl  
Manager, Environmental Services Bureau  
Department of Public Works  
2929 E. Willow Street  
Long Beach, CA 90806**

The most qualified candidates will be invited to participate in the selection process.

**The City of Long Beach is an Equal Opportunity Employer**

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990.  
If a special accommodation is desired or if you would like to request this information in an alternative format, please contact (562) 570-2850.

## MANAGEMENT BENEFITS SUMMARY

<b>Vacation</b>	<ul style="list-style-type: none"><li>• 12 days after 1 year of service</li><li>• 15 days after 4 years 6 months</li><li>• 20 days after 19 years, 6 months of service.</li></ul>
<b>Sick Leave</b>	<ul style="list-style-type: none"><li>• 1 day earned per month</li><li>• Unlimited accumulation</li><li>• Conversion upon retirement to cash credit toward health and/or dental insurance premiums or pension credits.</li></ul>
<b>Holidays</b>	<ul style="list-style-type: none"><li>• 9 designated holidays per year, plus 4 personal holidays to be used at the employee's discretion.</li></ul>
<b>Executive Leave</b>	<ul style="list-style-type: none"><li>• 5 days per year.</li></ul>
<b>Bereavement Leave</b>	<ul style="list-style-type: none"><li>• 3 days for death or critical illness of family member, plus 3 days of accrued sick leave, if needed.</li></ul>
<b>Health Insurance</b>	<ul style="list-style-type: none"><li>• Two indemnity plan options, a point-of-service (POS) plan and one HMO plan.</li><li>• The City pays all or part of the premium for employee and dependents depending on the health/dental plan selected.</li></ul>
<b>Dental Insurance</b>	<ul style="list-style-type: none"><li>• Two dental plans are available for employees and dependents.</li></ul>
<b>In-Hospital Indemnity</b>	<ul style="list-style-type: none"><li>• City-paid in-hospital indemnity plan for in-patient hospital stay.</li></ul>
<b>Life Insurance</b>	<ul style="list-style-type: none"><li>• City-paid term life insurance policy equal to three times annual salary to a maximum of \$500,000.</li></ul>
<b>Disability</b>	<ul style="list-style-type: none"><li>• City-paid short-term and long-term disability insurance.</li></ul>
<b>Management Physical</b>	<ul style="list-style-type: none"><li>• Annual City-paid physical examination.</li></ul>
<b>Retirement</b>	<ul style="list-style-type: none"><li>• California Public Employee's Retirement System (CalPERS), coordinated with Social Security. Retirement formula for employees hired on or after October 1, 2006 is 2.5% at 55.</li><li>• City pays a portion of employee contribution to PERS.</li></ul>

## THE CITY

Long Beach is a full service City with a population of 487,100. It employs 6000 full and part-time personnel. The City operates its municipally owned airport, harbor, marinas, oil, gas and water departments, as well as its own public safety, cultural, health, recreation and entertainment agencies. It has some of the best shoreline, marinas, and beaches in Southern California, enjoying 352 clear days per year, an average temperature of 63 degrees, and pleasant offshore breezes. The City also has good public schools and is the location of the largest California community college and State University that provide numerous undergraduate and post-graduate programs.

## CITY VALUES STATEMENT

The City's business is service. We are committed to providing quality service to our diverse community in ways that are helpful, caring, and responsive. We believe that the success of our organization depends on teamwork, mutual trust, and honesty achieved through commitment to the following values:

- ◆ Participation by citizens and City team members in setting and attaining the City's goals.
- ◆ Communication with one another and with citizens.
- ◆ Courtesy in all personal relations.
- ◆ Integrity in everything we do.
- ◆ Loyalty to our community, to this organization, and to each team member.
- ◆ Innovation in meeting the present and future needs of the City.
- ◆ Responsibility as a team for the efficient and effective delivery of services.
- ◆ Pride in our work, in our dedication to public service, and in being the best we can be.